



Funding Guidelines

PLEASE NOTE: The NWT Arts Council has revised its funding categories. These categories are described in the following Guidelines. You must read the Guidelines to determine which category works best for your application.

The NWT Arts Council makes recommendations to fund creative artistic projects in film and media arts, music and performing arts, visual arts, crafts and writing, as well as for creative skills development and presentation.

ELIGIBILITY

You may be eligible for funding from the NWT Arts Council if:

- you have been a resident of the NWT for at least 2 years prior to the deadline
- you are an emerging artist or an established artist
- you are a registered NWT organization with a mandate to enhance the arts
- your application is for a specific creative project

GENERAL GUIDELINES

Please provide a detailed description of the proposed project and an itemized budget for the amount you are requesting.

Administrative costs **must not exceed 10%** of the total requested.

The purchase of large media or musical equipment, computer equipment or other major tools is not eligible.

A living allowance is available to individuals who intend to work on their project full-time and who are not fully employed or attending school full-time.

Applicants must itemize **only their share** of monthly living expenses (rent, food, heat, power, etc.).

Expenses will not be reimbursed for projects that have already taken place.

REQUIRED SUPPORT MATERIALS

Applications must include these items:

Samples of Work

- audio or video discs/tapes of music dance, film or other performance
- writing samples
- CDs, or photographs of visual artwork

PLEASE DO NOT SEND ORIGINAL MATERIALS!

These samples should demonstrate your abilities and relate directly to the project you are proposing.

Artistic Resume, or Organization Background

Individuals should include arts education, arts experience, exposure of your work, any awards received and any other funding you have received.

Organizations should explain the group's history, what it does, how many members it has, etc.

Two Letters of Support

Should be from recognized members of the community or organizations.

These letters should support your abilities as an artist and the benefit of your project to the community.

Itemized Budget

Applications for recording projects must include a cost estimate from the studio you plan to use.

DEADLINE

The deadline for all applications is **February 28** each year.

Applications must be e-mailed, post-marked, faxed or hand delivered by the deadline.

ASSESSMENT

The NWT Arts Council will review all applications. Funding decisions are based on artistic merit and completeness of application.

Recommendations for financial assistance are sent to the Minister of Education, Culture and Employment for approval.

Applicants will receive written notification of funding decisions.

Late or incomplete applications will be rejected as ineligible for funding.

CONDITIONS

The **earliest** that funds will be available to successful applicants is approximately 4 months after the deadline.

All awards are in the form of **contributions**, which are accountable contracts.

Funding must be spent by **March 31st** of the following year.

On completion of the project, two reports must be submitted:

- 1) a detailed financial account showing how funds were spent
- 2) a written report about the project

SEND APPLICATION TO:

NWT Arts Council
 C/O Community Programs
 GNWT, Education, Culture & Employment
 PO Box 1320
 Yellowknife, NT X1A 2L9
 Phone: 867-920-6370
 Fax: 867-873-0205
 E-mail: boris_atamanenko@gov.nt.ca

FUNDING PRIORITIES

NWT Arts Council WILL GIVE PRIORITY TO:

- projects that enhance an applicant's personal creative growth in an art form
- projects that encourage others to pursue this art form or direction (i.e. workshops)
- projects that encourage the creative development, as opposed to the sole financial gain of an artist
- projects that enhance awareness of the NWT arts community
- projects that support a number of individuals (i.e. workshops)

FUNDING DISCIPLINES

- Audio Recording: Music and Voice
- Performing Arts: Dance, Music, Storytelling and Theatre
- Writing and Publishing
- Visual Arts
- Crafts
- Film and Media Arts

FUNDING CATEGORIES

Funding is available in three basic categories for all disciplines: Creative Development, Creation & Production and Public Presentation.

Creative Development

The purpose of creative development funding is to support the personal creative growth of NWT artists.

Individual applicants may apply for course fees and travel expenses and NWT organizations may apply for training workshop delivery costs.

Creation & Production

The purpose of creation & production funding is to support the creation of artistic projects by NWT artists.

Individual applicants may apply for project expenses and NWT organizations may apply for workshop costs where NWT artists are directly involved.

Public Presentation

The purpose of presentation funding is to assist with the presentation of NWT artists' works to the public.

Individual applicants may apply for showcase, touring or exhibit fees and expenses and NWT organizations may apply for presentation fees and costs where NWT artists are directly involved.

Events must benefit public audiences (e.g. an arts exhibition, film screening, touring author, music concert, dance or theatre production or showcase event).

NWT Arts Council WILL SUPPORT:**Artists**

- emerging artists who show promise and are recognized by their community
- established artists who are pursuing another art form for advanced creative growth and development
- individuals who are working on specific projects that enhance awareness of the arts in the NWT

Organizations

- registered NWT organizations with a mandate to enhance the arts
- community-based organizations conducting specific arts projects or programs which involve NWT artists
- group projects that support a number of individuals (i.e. workshops)

Living Allowance

- up to a maximum of \$2000 per project
- applicants who are casual employees or students, but not to the maximum allowable

Projects/Components

- school projects, if the District Education Authority provides matching support
- school workshops, if the general public are also allowed to attend
- administrative costs to a maximum of 10% of the total requested

Residency

- individuals who have been residents of the NWT for 2 years or more
- arts or cultural groups officially registered in the NWT and in good standing

Travel

- travel that is directly related to the project
- travel for instructors to come to the NWT for projects such as workshops, where this expertise cannot be found within NWT

NWT Arts Council WILL NOT SUPPORT:**Basic Application**

- **applications received after the deadline**
- applications without adequate support materials
- more than one project from the same applicant
- applicants who have outstanding final reports or accounting for arts previous projects
- applicants who have outstanding accounting required by GNWT

Living Allowance

- living allowance for applicants who are full-time employees or full-time students

Projects/Components

- awards or contests
- operational funding
- projects that have already been completed
- projects that meet the funding criteria of other GNWT agencies or departments
- businesses that will receive financial gain from the project
- general (non-artistic) activities at receptions, carnivals, jamborees, festivals or annual meetings

Residency

- applicants who have not lived in the NWT for 2 years or more
- applications from non-residents or non-NWT based organizations who apply on behalf of residents of the NWT

CRITERIA BY DISCIPLINE

AUDIO RECORDING: MUSIC AND VOICE

NWT Arts Council Will Support

- studio recording costs to a maximum of \$6,500
- travel costs to record in a studio
- fees for supporting musicians

NWT Arts Council Will NOT Support

- marketing or distribution costs
- promotional videos for musicians unless the applicant is a filmmaker or video artist
- purchase of musical instruments

PERFORMING ARTS: DANCE

NWT Arts Council Will Support

- professional dance instruction or courses
- workshop costs
- costume expenses
- performance / presentation travel costs
- rentals and technical fees

NWT Arts Council Will NOT Support

- marketing or distribution costs
- festivals requesting support for performers
- performance costs for southern artists

PERFORMING ARTS: MUSIC

NWT Arts Council Will Support

- professional music instruction or courses
- workshop costs
- performance / presentation travel costs
- rentals and technical fees

NWT Arts Council Will NOT Support

- marketing or distribution costs
- purchase of musical instruments
- festivals requesting support for performers
- performance costs for southern artists

PERFORMING ARTS: STORYTELLING

NWT Arts Council Will Support

- professional instruction or workshop costs
- performance / presentation travel costs
- rentals and technical fees

NWT Arts Council Will NOT Support

- marketing or distribution costs
- festivals requesting support for performers
- performance costs for southern artists

CRITERIA BY DISCIPLINE

PERFORMING ARTS: THEATRE

NWT Arts Council Will Support

- professional theatre instruction or courses
- dramaturge / workshop costs
- costume expenses
- performance / presentation travel costs
- rentals and technical fees

NWT Arts Council Will NOT Support

- marketing or distribution costs
- festivals requesting support for performers
- performance costs for southern artists

WRITING AND PUBLISHING

NWT Arts Council Will Support

- professional instruction or creative writing courses workshop costs
- any form of written work which develops the creative writing abilities of the applicant
- proofreading, editing and manuscript review costs
- self-publishing costs to a maximum of \$5,000
- office expenses (e.g. paper, typing, illustrations, photocopying, art supplies etc.)
- readings / presentation travel costs

NWT Arts Council Will NOT Support

- marketing or distribution costs
- commercial publishing projects (e.g. calendars or cookbooks)
- genealogy or oral traditions projects
- technical or research writing projects
- ghost writing (writing under another name)

VISUAL ARTS AND CRAFTS

NWT Arts Council Will Support

- professional instruction, visual arts courses or workshops
- art supplies
- studio rentals and technical fees
- framing costs for exhibition of artworks
- public art (e.g. murals, sculpture, outdoor installations)
- exhibition / presentation travel costs

NWT Arts Council Will NOT Support

- marketing or distribution costs
- projects that are primarily commercial
- commercial printing costs (e.g. calendars, lithographs, postcards)
- major tools and equipment for carvers
- commercial photographic portrait projects (i.e. studio work)

CRITERIA BY DISCIPLINE

FILM AND MEDIA ARTS

NWT Arts Council Will Support

- professional instruction, film, video or media arts courses or workshops
- original creative films or videos
- film & video pre-production, production and post-production costs
- space and equipment rentals and technical fees
- creative web design and new media projects
- creative development of radio program content
- screening / presentation travel costs

NWT Arts Council Will NOT Support

- marketing or distribution costs
- projects that are primarily commercial
- major tools and equipment (e.g. cameras, computers)

DEFINITIONS

ART: an expression in the visual, literary, performing or media arts, through the use of individual skills and creativity

ORIGINAL: fresh or unusual; not copied; new

PUBLIC ART: a permanent display within a community

EMERGING ARTIST: one who shows more than casual interest in pursuing a career in the arts, who shows promise and who has recognition as an amateur artist (i.e. has community support)

ESTABLISHED ARTIST: one who is well-known for their art (by their peers or in their community) and has been working at it for some time

FOR FURTHER INTERPRETATION OF THESE CRITERIA

The NWT Arts Council staff is here to help you with your funding application.

If you need help choosing the appropriate funding category, please review the information above in the Guidelines section. If you are still unsure about which category is best for you or your organization, contact the Community Programs Office.

Sample budget sheets, proposal outlines and FAQ sheets are also available on request.

Other questions? Please contact the Community Programs Office:

Phone: 867-920-6370

Fax: 867-873-0205

E-mail: boris_atamanenko@gov.nt.ca

NWT Arts Council Website: www.nwtartscouncil.ca